

**Public Safety Communications Advisory Commission (PSCC)  
Summary of Minutes - Regular Public Meeting**

**Tuesday, September 18, 2012**

***DRAFT – Not Yet Approved by the Commission***

**PSCC Voting Members Present**

- Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
- Michael Brashier, Communications Manager City of Casa Grande (Teleconference)
- William David Bunce, Fire Chief Salt River Pima Maricopa Indian Community (Teleconference)
- Steven Campbell Chief City of El Mirage Police Department (Teleconference)
- Doug Chappell, Fire Chief Drexel Heights Fire District
- Patrick Hancock, Chief Snowflake Fire (Teleconference)
- Gilbert Orrantia, Director Arizona Department of Homeland Security
- William Pribil, Sheriff Coconino County
- Jeffrey Raynor, Lt. Colonel Department of Public Safety
- Bryan Savage Fire Chief Lakeside Fire Department (Teleconference)
- Mike Worrell, Captain Phoenix Fire Department (Teleconference)

**PSCC Voting Members Absent**

- Thomas Alinen, Deputy Chief of Police Sierra Vista Police Department
- Joe Anderson, Retired
- Jan Hauk, Past President Arizona Fire District Association
- Dewayne Woodie, Fire Chief Ganado Fire District/EMS

**Public Safety Interoperable Communications (PSIC) Office Attendees:**

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Justin Turner, Deputy Statewide Interoperability Coordinator
- Suesan Nordman, Project Manager
- Michael Britt, Project Manager

**27 interested parties and members of the public were also present either in person or on the web conference.**

**Call to Order and Roll Call**

The meeting was called to order at 1:01 PM by PSCC Chairman Designee Aaron Sandeen. Roll call was then taken by Mr. Justin Turner, Deputy Statewide Interoperability Coordinator, and a quorum of the PSCC was declared present as noted above.

**Approval of Minutes – July 17, 2012 PSCC Public Meeting**

*Action Item*

Chairman Sandeen asked for comments on the July 17, 2012 PSCC meeting minutes. Hearing none, Chairman Sandeen asked for a motion to approve the minutes. Commissioner Doug Chappell made a motion to approve the minutes. The motion was seconded by Commissioner William Pribil. The motion was unanimously carried and the minutes were approved.

## **Arizona Minimum Equipment Standards**

*Presenter: Michael Britt, Project Manager, PSIC Office*

### *Action Item*

Dr. Michael Britt presented the Arizona Minimum Equipment Standards to the Commission for approval. Minimum Equipment Standards for both VHF and UHF mobile and portable radio equipment were established by the SIEC in January 2007. In January 2012 the SIEC began reviewing the Standards and discussed creating a Standard for 700/800 MHz equipment. Dr. Britt reviewed the revision process with the Commission. The revised Standards added 700/800 MHz equipment, added references to narrowband and P25 capabilities, and combined VHF, UHF and 700/800 MHz equipment into one document. The SIEC approved the current draft on August 14, 2012.

Following the presentation, Commissioner William Pribil made a motion to approve the Arizona Minimum Equipment Standards. The motion was seconded by Commissioner Gilbert Orrantia. Commissioner William Pribil asked if equipment costs were a factor considered by the SIEC and workgroup. Dr. Britt informed the Commission that costs were considered, and that maintaining 48 channels was viewed as the bare minimum necessary given the need for Public Safety agencies to program the Arizona Interoperable Channels Plan into radios. The motion was unanimously approved.

## **Arizona All-Hazards Communications Unit Training & Recognition Program**

*Presenter: Suesan Nordman, PSIC Project Manager*

### *Overview of the Communications Unit Training & Recognition Program*

#### *Information & Discussion Item*

Ms. Suesan Nordman provided an overview of the Communications Unit Training & Recognition Program. Ms. Nordman covered the history of the program at the federal and state level, and summarized the Policies and Procedures created by the PSCC, SIEC, and the National Incident Management System Communications Unit (NIMSCU) Workgroup. Ms. Nordman discussed the importance of utilizing trained and qualified Communications Unit personnel—including the Communications Unit Leader (COML) and the Communications Unit Technician (COMT). Ms. Nordman reviewed the COML and COMT trainings that have been offered in Arizona, as well as the progress of recognizing AZ Regional COMLs. As of August 2012, there are 186 trained COMLs, 18 of which have been recognized.

### *Arizona Regional All-Hazards Communications Unit Recognition Procedure*

#### *Action Item*

Following the overview of the program, Ms. Nordman reviewed recent updates to the NIMS-CU Workgroup Policies and Procedures and the Communications Unit Training Coordination Procedure. Both documents were updated and approved by the SIEC on August 14, 2012. Ms. Nordman then provided a detailed review of the recommended revisions to the Arizona All-Hazards Communications Unit Recognition Procedure.

Following the presentation of recommended revisions, Commissioner Mike Worrell made a motion to approve the revised Arizona All-Hazards Communications Unit Recognition Procedure. The motion was seconded by Commissioner Steven Campbell. The motion was unanimously carried and the Procedure was approved.

## **US Department of Homeland Security (DHS) Office of Emergency Communications (OEC) Update**

*Presenter: Tom Lawless, OEC Regional Coordinator for Region IX*

### *Information & Discussion Item*

Mr. Tom Lawless provided updates to the Commission from the U.S. Department of Homeland Security Office of Emergency Communications (DHS OEC). Updates provided by Mr. Lawless include:

- Overview of OEC
- National Public Safety Broadband Network

- National Emergency Communications Plan (NECP) Update
- 2013 Interoperable Communications Technical Assistance Program (ICTAP)
- FEMA Region IX Regional Coordination Efforts

### **Pima County Wireless Integrated Network (PCWIN) Update**

*Presenter: Captain Paul Wilson, Pima County Sheriff's Office*

#### *Information & Discussion Item*

Captain Paul Wilson briefed the commission on the Pima County Wireless Integrated Network (PCWIN). The mission of the PCWIN is to design, procure, deploy and operate a regional public safety voice communications network; improve public safety radio interoperability; and to design, construct and operate a regional communications center. Capt. Wilson highlighted the Emergency Communications Facilities, including the Pima Emergency Communications & Operations Center (PECOC) and the Tucson Thomas Price Service Center (TOPSC). Capt. Wilson then reviewed the governance structure of PCWIN, the Planning and Procurement Process, and the development status of the system.

### **National Public Safety Broadband Network Update**

*Presenter: Michael Britt, PSIC Project Manager*

#### *Information and Discussion Item*

Dr. Michael Britt provided an overview to the commission on the status of the National Public Safety Broadband Network (NPSBN), including a review current guidance for the State and Local Implementation Grant Program (SLIGP). The SLIGP is anticipated to begin in early 2013 and consist of two phases: 1) Prep work and outreach 2) Data collection once FirstNet develops a standardized approach for each State to follow. A key element of the SLIGP will be conducting education and outreach on the NPSBN. Arizona has multiple upcoming initiatives which require a solid fiber backhaul network able to cover as much of Arizona as possible (Health, Education, Government and Public Safety). Whenever possible, PSIC and the AZPSBN workgroup will leverage these efforts during the SLIGP process and the build out of the NPSBN in Arizona.

### **Digital Arizona Project**

*Presenters: Michael Golden, Director, Broadband Planning and the Digital Arizona Program*

*Jeffrey Crane, Project Manager, Digital Arizona Program*

#### *Information and Discussion Item*

Mr. Michael Golden provided an overview of the Digital Arizona Program (DAP) and their approach to improving broadband backhaul in Arizona. The program's primary approach is to deploy conduit along state highways and rural frontage roads to be leased to providers at cost to facilitate availability of fiber Internet middle-mile capacity to support providers' investments in more and faster services for rural Arizona. Mr. Golden highlighted the importance of broadband to Arizona, and reviewed their plan for implementation.

Following Mr. Golden's presentation of the Digital Arizona Program, Dr. Britt then discussed implementing the Public Safety Broadband Network in Arizona. In particular, Dr. Britt reviewed the planning approach for the SLIGP, including efforts to utilize the DAP to drive the Education and Outreach for the AZPSBN. Dr. Britt also reviewed the high level project plan for tracking the NPSBN and implementing the network in Arizona.

### **FY2013 PSIC Office Plan**

*Presenter: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications Office (PSIC), ADOA-ASET*

#### *Information & Discussion Item*

Ms. Lisa Meyerson presented the FY2013 PSIC Office plan to the Commission. The PSIC Office Plan describes how the PSIC Office and its staff will operate to advance the SCIP and communications interoperability. The Office Plan is reviewed annually, with consideration given to the SCIP and Statewide

Outreach Plan updates, as well as evolving projects and operations. Ms. Meyerson reviewed the plan structure, the projects documented in the plan to advance Arizona's SCIP, and FY2013 funding and staffing levels for the PSIC Office.

### **SIEC Updates**

*Paul Wilson, Co-Chair, SIEC*

*Information & Discussion Item*

Captain Paul Wilson briefed the commission on the recent SIEC meeting held on August 14th in Phoenix. Topics covered during the meeting include approval of the Arizona Minimum Equipment Standards, review and approval of Communications Unit Program Documentation, approval of the AIRS Improvement and Sustainability Plan, and presentations on the National Public Safety Broadband Network, 2013 OEC Technical Assistance Requests, and a workshop on Environmental and Historic Preservation Compliance For Public Safety Communications Facilities.

Capt. Wilson provided a detailed review of the AIRS Improvement and Sustainability Plan. Now that the initial planned AIRS build-out is complete, agencies that desire additional coverage in their region may purchase and install equipment to expand the current AIRS system. PSIC, in collaboration with DPS and SIEC, drafted a procedure to establish requirements for the integration of locally procured AIRS site communications infrastructure into the statewide AIRS system in order to improve the overall coverage. The Plan provides guidance for initial approvals and ongoing maintenance responsibilities. The approval Draft of the Arizona Interagency Radio System (AIRS) Improvement & Sustainability Plan and associated feedback will be presented at the next SIEC meeting for possible approval.

### **PSIC Office – Multiple Project Updates**

*Presenter: Justin Turner, Deputy SWIC, PSIC Office, ADOA-ASET*

*Information & Discussion Item*

Due to time constraints, Mr. Turner did not review the complete *Multiple Projects Updates* handout. Mr. Turner did highlight the handout titled "ICTAP TECHNICAL ASSISTANCE: 2012 Review; Arizona's 2013 Requests" and discussed changes to the 2013 TA program. On September 7, 2012 OEC accepted Arizona's request for OP-TTX – Communications-Focused Tabletop Exercise (NECP Goal 2 Request) and notified Arizona that the remaining TA requests were deferred pending a second round of TA acceptance/deferral in early CY2013. The remaining requests will be reconsidered by OEC at that time.

### **Comments from the Public**

No additional comments from the public were received.

### **Adjournment**

Chairman Sandeen adjourned the meeting at 3:15 PM.

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Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the Public Safety Interoperable Communications Office at the Arizona Department of Administration. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.